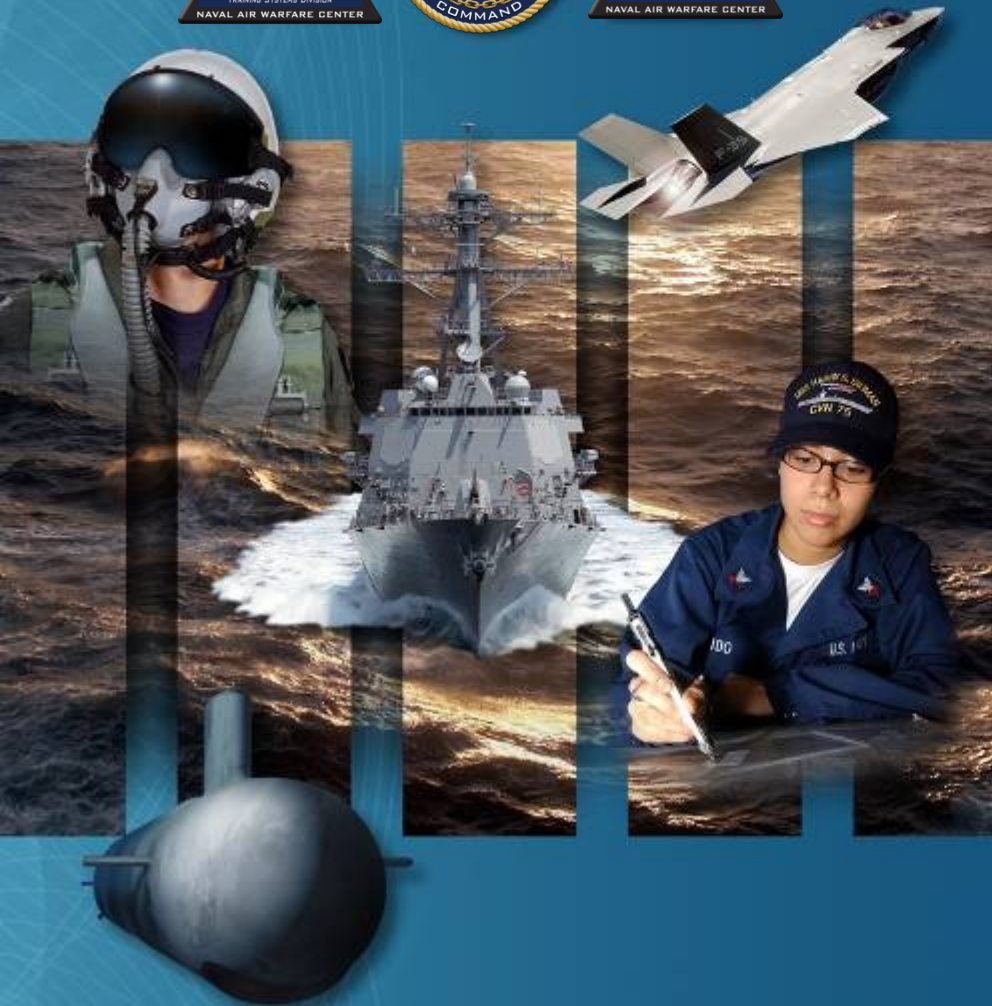


NAVAL AIR WARFARE CENTER  
TRAINING SYSTEMS DIVISION  
ORLANDO FLORIDA



# Aviation Courseware ID/IQ Industry Day

**Solicitation:  
N61340-16-R-0014**

**21 October 2015**



# Welcome



- Please silence all cell phones
- No recording devices
- Restrooms
- Today's attendees' list will be posted on the FedBizOpps and NECO websites
- A breakout room (#110) will be used for one on one meetings



# Agenda



Time	Item
1230-1245	Registration
1245-1330	General Briefing
1330-1700	Individual Breakout Sessions



# Introductions



- Government Team Members
  - Greg Ouellette, Program Manager
  - Derrick Jones, Contracting Officer
  - David Kors, Contract Specialist
  - Randy McRae, Lead Instructional Systems Specialist
- Vendor Participants



# Administrative / Rules of Engagement



David Kors

Aviation Courseware Contract Specialist



# Today's Communications



- Classification: **UNCLASSIFIED**
- FAR 15.201, “Exchanges with industry before receipt of proposals”
  - Industry Day or Pre-solicitation Conferences constitute an informal exchange of information
  - Insight into Government plans
  - No guarantee as to Government’s final course of action
  - To improve the understanding of Government requirements and industry capabilities, thereby allowing potential Offerors to judge whether or how they can satisfy the Government’s requirements, and enhancing the Government’s ability to obtain quality services, at reasonable prices, and increase efficiency in proposal preparation, proposal evaluation, negotiation, and contract award.
- Formal RFP is the only contract action to allow industry to formally respond with a proposal



# Rules of Engagement



- All information released to date and during this conference is to be considered draft and for informational purposes only
- Source selection plans and procedures will not be discussed



# Guidelines and Information



- Please save your questions until the end of each section in the presentation.
- The Government reserves the right to request any question be submitted in writing
- Due to time constraints, not all questions may be answered in open forum
- Questions not answered in open forum will be reviewed and may be answered and posted on the website or otherwise incorporated into the solicitation documents
- All documents will be issued on the web at <https://www.neco.navy.mil/> and <https://www.fbo.gov/>





# Follow-on Communications



- Upon RFP release, all follow-on communications shall be coordinated via the Contracting Officer, with the primary POC being the Contract Specialist.
- Contract Specialist: Mr. David Kors
  - Telephone No: (407) 380-4299
  - Email: david.kors@navy.mil
- Contracting Officer: Mr. Derrick Jones
  - Telephone No: (407) 380-8487
  - Email: derrick.a.jones@navy.mil



# Disclaimer



- Today's remarks by Government officials involved in the Aviation Courseware ID/IQ solicitation shall not be considered a guarantee of the Government's course of action in proceeding with this or any other solicitation
- The information shared today reflects current Government intentions and is subject to change based on a variety of circumstances, including internal and external comments and reviews
- The formal Request for Proposals (RFP) is the only document that shall be relied upon in determining the Government's requirements



# Aviation Courseware Overview and Technical Requirements



Randy McRae

Aviation Courseware Lead Instructional Systems  
Specialist



# Basic SOW Requirements



- SOW establishes the requirements to revise or update existing legacy courseware and to develop new curriculum/courseware, including associated supported training materials, for multiple aviation platforms for both operator and maintainer
- Center for Naval Aviation Technical Training (CNATT) responsible for training for maintenance personnel.
- Fleet Replacement Squadrons (FRS) responsible for training for operators.
- The SOW covers aviation platforms E-6, MQ-8, MQ-4, H-60 (exclusions apply), F/A-18, E-2, A-Schools, and Foreign Military Sales (FMS)
- Platform specific requirements identified in each DO



# Basic SOW Requirements Security



- Some courseware may be classified. Each DO will identify the classification level.
  - Reference planning DD 254 for security requirements



# Basic SOW Requirements IT Requirements and Work Location



- IT Requirements
  - Latest NMCI configuration
    - Internet Explorer 11 & Java update being pushed January 2016; affects some CNATT courseware (e.g. MH-60) but not all (e.g. E-6B)
- Work Locations
  - Contractor facility: Majority of development effort
  - Government facilities: if applicable, will be specified in DO



# Basic SOW Requirements

## GFI



- Government Furnished Information
  - GFI for the solicitation will be provided that allows for completion of the sample task
  - GFI for each DO will be provided based on availability.
  - The Government does not represent the amount, completeness, or currency of any GFI to be provided for each DO.



# Contract Data Requirements



Data will be contractually required to be delivered to the Government for review, acceptance and/or rejection

- **Administrative/Financial Data**
  - Conference Minutes & Agendas
  - Meeting & Minutes Reports
  - Milestone Charts
- **Management Data**
  - Contractor's Management report
  - OPSEC Plan
  - Program Progress Report
- **Technical Data**
  - Instructional Performance Requirements Document
  - Training Situation Document
  - Instructional Media Requirements Document
  - Instructional Media Design Package
  - Instructional Media Package
  - Test Package
  - Training Conduct Support Document
  - Training Program Structure Document
  - Training System Support Document
  - Instructional Media Package



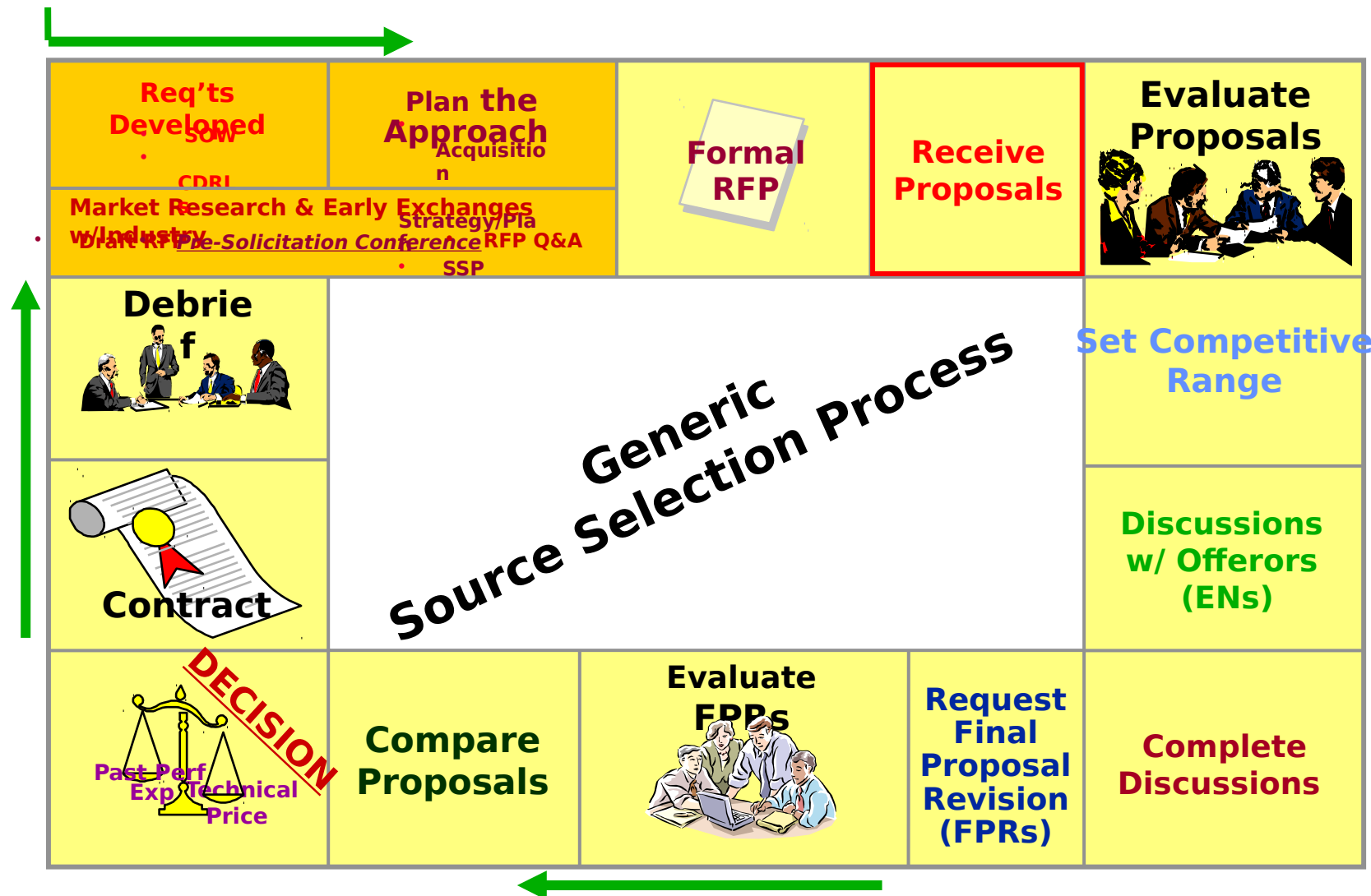


# Contract Requirements



David Kors  
Aviation Courseware Contract Specialist

# Source Selection Process





# Contemplated Contracting Considerations



- Best Value – Trade off
- Award may be based on initial offer
- Single Award Indefinite Delivery/Indefinite Quantity Contract
- 100% Small Business Set Aside, Full and Open competition within
  - NAICS 541330, Engineering Services (Military and Aerospace Equipment and Military Weapons exception) with \$38.5M annual revenue
- 5 year ordering period



# Contemplated Evaluation Criteria



- Past Performance
- Price
- Technical

*Past performance is significantly more important than Price. Price is more important than Technical. When combined, the Past Performance and Technical factors are significantly more important than Price.*



# Proposal Information - Technical



- Government to provide sample task with GFI
- Offerors shall provide their technical approach and IMS based on the sample task for a representative Delivery Order (DO)
- Government to provide Sample Management Load
- Offerors shall provide their program management approach for the entirety of the ID/IQ based on the Sample Management Load



# Proposal Information - Technical



- CLINs – based on units, not labor hours
  - Hours of courseware (IMI) – on-screen media (CLINs XX01 through XX03)
  - Supporting Documents – separate from on-screen media (CLINs XX04)
  - Gap Analysis (CLINs XX05)
- Hr. of IMI: unit based on 1 hr. of instructional time
  - All labor categories and labor hours included per 1 hr. IMI
  - “Level of IMI” (I, II, III, IV) does not include PC simulation
  - Impact per lesson, not per course
  - Apply appropriate multiplier
    - *Revise* (up to 30% impact to lesson)
    - *Update* (30 – 70% impact to lesson)
    - *New development* (70 – 100% impact to lesson)



# Proposal Information - Technical



- CLINs – based on units, not labor hours
  - Supporting documents: unit based on 1 hr. of instructional time
    - “Sets” of supporting training materials – Lesson Plans/Trainee Guides (or Instructor Guides/Student Guides), Job Sheets, Assignment Sheets, etc. (e.g. documents produced by AIM software for CNATT, or by MS Word for FRS)
    - Typically, 1:1 correlation to ILT lessons



# Proposal Information - Technical



- CLINs – based on units, not labor hours
    - Courseware Gap Analysis
      - Derived from avg. % of time spent in analysis on a 1-hr. IMI effort
      - Example:
        - 100 labor hrs. to develop 1hr. of IMI in a given media format
        - 12% of that labor is spent on analysis, then unit multiplier is 0.12
- $40 \text{ ICW hours} \times 0.12 = 4.8$
- (Buying 4.8 “gap analysis units” and not 480 labor hours)
- CLIN is prompting to enter the cost for one “Gap Analysis Unit”





# Proposal Information - Past Performance



- Prime Contractors shall provide for consideration up to five of their most relevant contracts that have been performed within the past five years
- Critical team members and principal subcontractors may each submit for consideration up to two of their most relevant contracts that have been performed within the past five years
- Offerors, critical team members, and principal subcontractors shall submit a PPQ, CPARS report, or CPARS update questionnaire for each contract record submitted
- Offerors shall submit a Past Performance Contract Record for each contract record submitted



# Proposal Information - Past Performance



- Each submitted contract record will be assigned a Relevancy rating as Very Relevant, Relevant, Somewhat Relevant, or Not Relevant.
- To receive a Very Relevant rating, a contract record will at a minimum contain courseware development, revisions, or updates that have been performed for CNATT
- To receive a Relevant rating, a contract record will at a minimum contain courseware development, revisions, or updates that have been performed for DoD
- To receive a Somewhat Relevant rating, a contract record will at a minimum contain courseware development, revisions, or updates that have been performed for non-DoD federal agencies
- Meeting the minimum scope requirement does not guarantee a specific Relevancy rating



# Proposal Information - Past Performance



- For Relevancy, the magnitude of each contract record will be compared to a representative delivery order
- After a Relevancy rating is determined, each record that is Very Relevant, Relevant, or Somewhat Relevant will have its demonstrated past performance evaluated
- A Past Performance Confidence Assessment Rating will be the final rating for each Offeror and will consider the demonstrated past performance for all contract records that were rates as Very Relevant, Relevant, or Somewhat Relevant
- The combination of the total magnitude and sequencing of the past performance records as it compares to the contemplated annualized requirements of this single award ID/IQ contract will be evaluated and considered when assigning a Past Performance Confidence Assessment Rating.
- Special emphasis will be placed on an Offeror's demonstrated past performance record of managing multiple concurrent contracts, task orders, or delivery orders as a prime contractor.



# Past Performance Information



## Primary PPI Sources

Offerors' Proposals

CPARS/PPIRS

Questionnaires

Phone Interviews

DCMA

Other



**Past  
Performance  
Information**



# Proposal Information - Price



- Offerors shall complete Section B and the CLIN Pricing Form
- Offerors shall fill in their unit price for each CLIN which will be multiplied by the provided quantity of units
- Offerors shall propose the exact price of ODCs for each ODC CLIN (Section L, Part B, Paragraph 4.6)
- The total evaluated price (TEP) will be represented by the sum of the price for each CLIN



# Proposal Information - Price



- CLINs for Ordering Period 1
- Each Ordering Period has the same CLINs

CLIN	Description	Type	Quantity	Unit Price	Extended Price
1101	Ordering Period 1 - Level 1 IMI (New)	FFP	13		\$0.00
1102	Ordering Period 1 - Level 1 IMI (Update)	FFP	30		\$0.00
1103	Ordering Period 1 - Level 1 IMI (Revision)	FFP	113		\$0.00
1201	Ordering Period 1 - Level 2 IMI (New)	FFP	42		\$0.00
1202	Ordering Period 1 - Level 2 IMI (Update)	FFP	84		\$0.00
1203	Ordering Period 1 - Level 2 IMI (Revision)	FFP	293		\$0.00
1301	Ordering Period 1 - Level 3 IMI (New)	FFP	11		\$0.00
1302	Ordering Period 1 - Level 3 IMI (Update)	FFP	20		\$0.00
1303	Ordering Period 1 - Level 3 IMI (Revision)	FFP	69		\$0.00
1401	Ordering Period 1 - Level 4 IMI (New)	FFP	7		\$0.00
1402	Ordering Period 1 - Level 4 IMI (Update)	FFP	13		\$0.00
1403	Ordering Period 1 - Level 4 IMI (Revision)	FFP	44		\$0.00
1504	Supporting Documents	FFP	739		\$0.00
1605	Gap Analysis	FFP	80		\$0.00
1706	Ordering Period 1 - ODC's	FFP	1	\$78,000.00	\$78,000.00
	Ordering Period 1 Total				\$78,000.00



# Administrative Requirements



- Offerors will be required to submit administrative documentation as identified in the solicitation including Section K representations, certifications, and acknowledgements, signed SF 33 cover page for the basic solicitation and each amendment, etc.



# Delivery Order Pricing



- The price for each DO will be awarded based on the quantity of unit's of courseware ordered multiplied by the FFP for each unit proposed by the Offeror for the appropriate IMI level and ordering period
- If necessary, ODCs will be negotiated for each DO





# Proposal Recap



- Each Offeror shall propose:
  - Technical Volume
    - Provide technical approach and schedule for a representative DO based on the sample task provided
    - Provide program management information based on the sample management load preview
  - Past Performance Volume
    - Prime Offeror may submit up to 5 relevant contracts performed within the past 5 years
    - Critical team members and principal subcontractors may submit up to 2 relevant contracts performed within the past 5 years
  - Price/Administrative Volume
    - Offerors shall submit Firm Fixed Prices for each CLIN as described by IMI level and ordering period
    - Representations, Certifications, and Acknowledgements

**All information contained in this presentation and provided today is draft. Follow the RFP.**



# Draft Schedule



Milestone Event	Projected Milestone
RFP Release	November 2015
Receipt of Proposals	January 2016
Completion of Proposal Evaluations	March 2016
Award of ID/IQ Contract	April 2016